

Article 19 – Enforcement

25.19.01 – Responsible Persons

The owner, developer, tenant and/or occupant of a property are jointly and severally responsible for ensuring compliance with all applicable provisions of this Chapter, including but not limited to the following requirements:

- a. Structures must be erected, moved, altered, and enlarged in accordance with the dimensional requirements of the district in which the structure is located;
- b. Land and structures must be used, designed, and arranged solely for uses listed in this Chapter as permitted in the zone in which such structure or land is located; and
- c. All applicable zoning approvals for the erection, alteration, and use of a structure must be issued pursuant to the provisions of this Chapter, before such structure is erected or altered or the use is activated.

25.19.02 – Enforcement Authority

- a. The Chief of Planning or Chief of Inspection Services, as applicable, is responsible for the enforcement of the provisions of this Chapter.
- b. The Chief of Planning or Chief of Inspection Services, as applicable, is authorized to make such inspections as are reasonable and necessary to determine satisfactory compliance with this Chapter.

25.19.03 – Violations

- a. *Violation Generally* – A violation of this Chapter will occur with the failure to comply with:
 1. Any provision of the Chapter; or
 2. The terms of any conditions of any permit or authorization granted pursuant to this Chapter.
- b. *Municipal Infraction* – A violation of this Chapter constitutes a municipal infraction for which a citation may be issued.
- c. *Separate Violations* – Each day a violation continues constitutes a separate and distinct violation for which separate enforcement action may be taken.

- d. *Enforcement Actions* – When there is reason to believe that a violation of this Chapter has occurred the Chief of Planning or Chief of Inspection Services may pursue one or more of the remedies set forth in this Article 19, subject to the notice provisions set forth in Section 25.19.04.

25.19.04 – Notice of Violation

- a. Where deemed appropriate, the Chief of Planning or Chief of Inspection Services may issue a Notice of Violation in accordance with this Section prior to pursuing any additional remedies for violations of this Chapter.
- b. If the Chief of Planning or Chief of Inspection Services has reason to believe that a violation of this Chapter has occurred, the Chief of Planning or Chief of Inspection Services will notify those person(s) responsible for the property to which the suspected violation pertains in writing by first class mail and either hand delivery or posting of the property in a manner reasonably calculated to inform the responsible person of the alleged violations.
- c. The Notice of Violation must contain the following information:
 - 1. The nature of the violation;
 - 2. The location of the property where the zoning violation is occurring or to which the violation pertains;
 - 3. The specific relief sought;
 - 4. The name and telephone number of the department to contact for additional information;
 - 5. An order that the violation be abated within a specified time frame; and
 - 6. The manner in which the responsible person may dispute the existence of a violation.
- d. The Chief of Planning may grant additional time in which to abate the violation upon a showing of good cause. The Chief of Planning or Chief of Inspection Services must establish procedures for the requesting and granting of additional time.
- e. Upon the expiration of the period of time given in the notice to abate the violation, or upon receipt of a written notification that a responsible person disputes the existence of a violation, the Chief of Planning or Chief of Inspection Services will determine whether a violation exists. If a violation is determined to

exist, the Chief of Planning or Chief of Inspection Services may pursue additional remedies.

25.19.05 – Municipal Infraction Citation

The Chief of Planning or Chief of Inspection Services may issue a municipal infraction citation for each violation and impose the applicable fines pursuant to Section 1-9 of the City Code.

25.19.06 – Stop Work Order

- a. When the condition or activity on a property is believed to be in violation of this Chapter, the Chief of Planning or Chief of Inspection Services may issue a written order requiring some or all work on the property to stop until specified corrective measures are taken to bring the property into compliance with the requirements of this Chapter.
- b. A stop work order must include:
 1. The nature of the violation;
 2. The actions necessary to correct or abate the violation, or the conditions under which work may be resumed;
 3. The name and telephone number of the department to contact for additional information; and
 4. The manner in which the existence of a violation may be disputed.
- c. The stop work order must be served upon:
 1. The site supervisor of the property on which work is being performed by:
 - (a) Personal delivery; or
 - (b) Posting the property in a manner reasonably calculated to give notice to the person responsible for the property and persons working on the property; and
 2. The responsible person(s) for the property in the same manner as a Notice of Violation is served pursuant to Section 25.19.04.b.
- d. Upon service of a stop work order the activity cited must cease immediately.

- e. Any person who performs, or allows the performance of, an activity on the property in violation of a stop work order is guilty of a separate and distinct violation of this Chapter.

25.19.07 – Suspension and Revocation of Zoning Approvals

- a. Upon a determination that a responsible person for the property has failed to abate a violation or has violated a stop work order, the Chief of Planning may send a notice directing the responsible party to appear before the applicable Approving Authority and show cause as to why the zoning approval or approvals for the property to which the violation pertains should not be suspended or revoked.
- b. The show cause order and notice of the show cause hearing must be served upon the responsible persons in the same manner as a Notice of Violation is served pursuant to Section 25.19.04.b. Notice of the show cause hearing must also be given in accordance with the provisions of Section 25.05.03.c.2.
- c. A decision must be rendered by the Approving Authority in the same manner that it renders other decisions. An aggrieved party may appeal such decision in the same manner as other decisions of the Approving Authority are appealed.
- d. If a zoning approval is revoked pursuant to this Section, any structure, improvement, or use of the property constructed or implemented pursuant to the revoked zoning approval is not entitled to the benefit of any provision of Article 8, “Nonconformities”.

25.19.08 – Withholding Other Zoning Approvals

When the Chief of Planning has determined that a violation of this Chapter has occurred and has initiated enforcement action, any Approving Authority may defer action on any pending application for a zoning approval related to the same property or development project to which the enforcement action pertains until the violation is abated or corrected or the enforcement action is concluded.

25.19.09 – Additional Remedies

In addition to any other enforcement actions, the City at any time has the right to seek injunctive relief or any other appropriate legal or equitable remedy to prevent, enjoin, abate, or remove a violation of this Chapter.

25.19.10 – Remedies Cumulative, Not Inclusive

- a. The remedies available to the City under this Article are cumulative and not alternative. The decision to pursue one remedy does not preclude the pursuit of any other remedy.

- b. The remedies available to the City under this Article are not exclusive. The City may pursue additional remedies as needed.
- c. The imposition of any municipal remedy does not preclude any aggrieved party from exercising any legal remedy otherwise available to such party.